KYOCERA Bilgitaş Turkey Doküman Çözümleri A.Ş.

PERSONAL DATA PROTECTION AND PROCESSING POLICY

"Kyocera Bilgitaş Turkey Doküman Çözümleri A.Ş."

Policy on Protection and Processing of Personal Data

Information on Document	
Name of Document	Policy on Protection and Processing of Personal Data of "Kyocera Bilgitaş Turkey Doküman Çözümleri A.Ş."
Target Group	All real persons whose personal data is processed by "Kyocera Bilgitaş Turkey Doküman Çözümleri A.Ş."
Reference / Reason	Law of 6698 Protection of Personal Data and other relevant secondary regulations

If there is a discrepancy between this Policy on Protection and Processing of Personal Data in Turkish and the translation of this document, the text in Turkish shall be valid.

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"KYOCERA BILGITAŞ TURKEY DOKÜMAN ÇÖZÜMLERI A.Ş."
POLICY ON PROTECTION AND PROCESSING OF PERSONAL DATA

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"KYOCERA BİLGİTAŞ TURKEY DOKÜMAN ÇÖZÜMLERİ A.Ş."
POLICY ON PROTECTION AND PROCESSING OF PERSONAL DATA

1. PURPOSE OF THE POLICY AND CONFIDENTIALITY COMMITMENT

1.1. The primary value and purpose of Kyocera Bilgitaş Turkey Doküman Çözümleri A.Ş. (hereinafter referred to as the "**Company**") is to protect your fundamental rights and freedoms and your privacy in processing of your personal data and to secure your personal data, especially privacy of your personal life. Within this scope, the basic principles adopted for the conformity of the principles for personal data processing transactions carried out by our Company within the framework of the Policy on Protection and Processing of Personal Data ("**Policy**") and the personal data processing transactions of our company are defined in accordance with the Law of 6698 Protection of Personal Data and the relevant secondary regulations and implementations and thus, our company provides the necessary transparency by giving information to you, as the data subjects.

1.2. Our company undertakes to process and protect your personal data in accordance with the relevant legislation, this Policy and the procedures that may be applied according to this Policy with the full sense of responsibility.

2. SCOPE OF POLICY

2.1. This Policy is applied to all personal data of all real persons whose personal data is processed automatically or nonautomatically on condition of being a part of any data recording system.

2.2. This Policy covers all data processing transactions of the real persons which are processed by the Company and is applied to the said transactions.

2.3. This Policy does not to the data which are not defined as personal data.

2.4. This Policy may be amended by the approval of the Board of Management from time to time as deemed necessary by the Company or by the relevant legislation.

2.5. If there is a discrepancy between the relevant legislation regulations and this Policy, the relevant legislation regulations shall prevail.

3. DEFINITIONS

The definitions in this Policy shall have the meanings mentioned below:

"Explicit Consent"	the consent based on being informed about a certain subject and given by freewill,
"**Obligation to Inform**"	the obligation related to giving information to the Relevant Persons (Data Subjects) by the Data Controller or authorized persons by the data controller within scope of the article 10 of Law on Protection of Personal Data and the Communique on Procedures and Principles Followed in Fulfilment of Clarification Obligation during obtaining of Personal Data,

"Relevant Person (Data Subject)"	the real persons whose Personal Data is processed by the persons/institutions authorized by or on behalf of the Company,
"Disposal"	deletion, destruction or anonymization of Personal Data,
"Personal Data"	all kinds of information on the real person whose identity is defined or may be defined (the definition "Personal Data" covers "the Sensitive Personal Data" which is defined below where appropriate within this Policy),
"Processing of Personal Data"	all kinds of transactions carried out on the data such as obtaining wholly or partly by automatically or nonautomatically on condition of being a part of any data recording system, recording, storing, keeping, changing, reissuing, disclosing, transferring, taking over, making accessible, classifying or preventing using of Personal Data,
"**Committee**"	Committee of Protection of Personal Data of the Company,
"Council"	Council of Protection of Personal Data,
"**Authority**"	Personal Data Protection Authority,
"PDPL"	Law of 6698 on Protection of Personal Data,
"KVK Regulations"	all regulations and amendments for the protection of Personal data which may be applied in the future and all legislation regulations related to the protection of Personal Data in force, especially KVKK, Council decisions, Authority guides and public announcements, decisions/instructions of other regulative and supervisory authorities, courts and other official bodies,
"**KVK Policies**"	Policies issued on Protection of Personal Data by the Company,
"**KVK Procedures**"	procedures defining the obligations to be followed by the Company, the Company employees and the Committee in accordance with the KVK Policies,
"Sensitive Personal Data"	data on race, ethnic origin, political opinion, philosophical beliefs, religion, denomination or other beliefs, appearance, association, foundation and union membership, health, sexual life, criminal conviction and security measure of the people and biometric and genetic data,
"Data Processor"	real or legal person who processes the Personal Data based on the authority given by the Data Controller,
"Data Controller"	real or legal person who is responsible for establishing and managing of data recording system which defines the purpose and tools of processing Personal Data.

4. BASIC PRINCIPLES OF PROCESSING OF PERSONAL DATA

4.1. Processing of Personal Data in accordance with the law and good faith

The Company processes the Personal Data in accordance with the law and good faith based on principle of proportionality. Within this scope, the Company processes the Personal Data to the extent required by the Company's business activities and limited to such activities.

4.2. Ensuring Personal Data is Accurate and Up-to-Date Where Necessary

The company takes all kinds of measures required to provide truthful and updated during the time that the personal data is processed. Within this scope, the Company establishes the required mechanisms related to providing truthful and updated Personal Data and updates the relevant Personal Data pursuant to the request of the Relevant Person for amendment requests of the Personal Data within scope of KVK Regulations.

4.3. Processing of Personal Data for Specific, Explicit and Legitimate Purposes

Before the Personal Data is processed, the purpose for which the Personal Data shall be processed is determined by the Company. Within this scope, the Company explicitly presents the purpose of processing the Personal Data and processes the Personal Data according to the business activities and for purposes related to such activities. In this context, the Relevant Persons (Data Subjects) are informed in accordance with the KVK Regulations and the Explicit Consent of the said persons are obtained when necessary.

4.4. Personal Data Being Relevant, Limited, and Proportionate to the Purposes for Which They are Processed

The company only collects Personal Data to the extent and in manner required by the business activities and processes them limited to the purposes determined. In this context, the Company avoids processing Personal Data which are not related to the achieving the purposes determined or not required.

4.5. Retention of Personal Data for the Period Anticipated in the Relevant Legislation or Necessary for the Purpose for Which They are Processed

4.5.1. The company retains Personal Data for the period minimum anticipated in the relevant legislation and necessary for the purpose which they are processed. The Company determines whether a period is anticipated to store the Personal Data in the relevant legislation and if a period is determined, it conforms to such period. If there is no legal period, the Personal Data is stored for a period required for the purpose which they are processed.

4.5.2. The Personal Data is disposed by the Disposal Methods (deletion and/or destruction and/or anonymization) determined and in accordance with the periodical disposal periods at the end of the retaining period determined or the application of the Relevant Person (Data Subject). At this stage, it is ensured that the third parties to whom the Personal Data is transferred shall delete, destroy or anonymized the Personal Data.

4.5.3. The Committee is responsible for managing disposal process. The required procedure is determined by the Committee.

5. PROCESSING OF PERSONAL DATA

Personal Data can only be processed by the Company in accordance with the rules and principles mentioned below.

5.1. Explicit Consent

5.1.1. Personal Data shall only be processed with the Explicit Consent of the Relevant Person (Data Subject) only if any of the conditions of other Personal Data processing below is absent.

5.1.2. In this case, Personal Data can only be processed after notifying the Relevant Persons (Data Subjects) within the framework of fulfilling the Obligation to Inform and the Relevant Person (Data Subject) provides the Explicit Consent by freewill.

5.1.3. The Explicit Consent is obtained from the Relevant Persons (Data Subjects) by the methods according with the KVK Regulations. The Explicit Consents are stored as provable by the Company for a period required by the KVK Regulations.

5.1.4. The Committee is responsible for storing the Explicit Consent obtained by fulfilling the Obligation to Inform in terms of the process of all Personal Data Processing and by obtaining the Explicit Consent. All department employees who process the Personal Data are obliged to comply with the instruction of the Committee, this Policy and KVK Procedures.

5.2. Being Explicitly Anticipated by Laws

If it is explicitly anticipated by the law related to the Processing of the Personal Data, in other words, in case there is an explicit provision related to the processing of the Personal Data in the relevant law, the Personal Data of the Relevant Person is processed within the scope of this data processing condition.

5.3. Failure to Obtain Explicit Consent of the Relevant Person (Data Subject) Due to Actual Impossibility

In case that it is obligatory to process the Personal Data of the person who cannot provide the Explicit Consent due to actual impossibility or whose Explicit Consent is not recognized as valid, the Personal Data of the Relevant Person (Data Subject) is processed within scope of this data processing instruction in order to protect the integrity of the life or body of the person or another person.

5.4. Being Relevant with the Contract Establishment or Fulfilling Directly

In case that the Personal Data is required to be processed on condition that it is directly related to the establishment or fulfilling a contract to which the Relevant Person (Data Subject) is a party, the Personal Data of the Relevant Person (Data Subject) is processed within the scope of this data processing instruction.

5.5. Fulfilling of Legal Obligations of the Company

In case the Personal Data is required to be processed in order to fulfil the legal obligations of the Company, the Personal Data of the Relevant Person (Data Subject) is processed within scope of this data processing instruction.

5.6. Making Public of the Personal Data of the Relevant Person (Data Subject)

In case that the Relevant Person (Data Subject) made public the Personal Data, the said Personal Data is processed limited to make public within scope of this data processing instruction.

5.7. Being Compulsory to process the Personal Data in order to establish or protect a right

In case that it is obligatory to process the Personal Data in order to establish, use or protect a right, the Personal Data of the Relevant Person (Data Subject) is processed within scope of this data processing instruction.

5.8. Being Compulsory to process the Personal Data for the legitimate interest of the company

In case that it is obligatory to process the data for the legitimate interest of the Company provided that the fundamental rights and freedoms of the Relevant Person are not harmed, the Personal Data of the Relevant Person (Data Subject) is processed within scope of this data processing instruction.

6. PERSONAL DATA PROCESSED BY THE COMPANY AND REASON FOR PROCESSING

The Personal Data is processed according to the general principles determined in PDPL, especially the principles defined in the article 4 of PDPL relate to the Personal Data Processing based on and limited to at least one of the principles of the Personal Data Processing determined in the article 5 of PDPL in accordance with the purposes of Personal Data processing of the Company by giving information to the Relevant Persons (Data Subjects) according to the KVK Regulations in the Company. The Processed personal data categories and the detailed information related to the purposes of the personal data processing within the framework of the purposes and principles defined in this Policy are determined in ANNEX 1 (*ANNEX 1 – Personal Data Categories and Processing Purposes of Personal Data*) of this Policy.

7. RETENTION PERIOD AND DISPOSAL OF PERSONAL DATA

7.1. The Company retains the Personal Data for a period required and anticipated in the relevant legal legislation for the purpose of processing. The company primarily determines if there is a period anticipated to retain the Personal Data in the relevant legislation and if a period is anticipated, it conforms to such period. If there is no legal period, the Personal Data is retained for a period required to process them. The Personal Data is not retained by the Company by considering to use it in the future.

7.2. The Company establishes a Personal Data Retention and Disposal Policy in accordance with the Personal Data processing inventory and performs its

activities related to the Disposal (deletion and/or destruction and/or anonymization) in accordance with the KVK Regulations and the relevant Personal Data Retention and Disposal Policy. The Disposal process is managed by the Committee. The Committee establishes the necessary procedure within this scope.

8. TRANSFER OF PERSONAL DATA

8.1. **Domestic Data Transfers:** The Company may transfer the Personal Data of Data Subjects to third parties located within Türkiye, in accordance with the Data Protection Regulations, by taking the necessary administrative and technical measures and for lawful purposes of Personal Data processing. In such case, the necessary protective regulations are added to the contracts executed with the third parties.

8.2. Even though the Explicit Consent of the Relevant Person (Data Subject) is absent, if there is one or several conditions mentioned below, the Personal Data can be sent to third parties by the Company by taking necessary administrative and technical measures in accordance with the KVK Regulations:

- The activities related to transferring of Personal Data are explicitly determined in the laws,
- The transferring of the Personal Data by the Company is directly related to and required by establishment or performance of a contract,
- The transferring of the Personal Data is obligatory in order for the Company to fulfil its lawful obligation,
- Provided that the Personal Data is made public by the Relevant Person (Data Subject), the personal data is transferred by the Company limited to the purpose of making it public,
- The transferring of the Personal Data by the Company is obligatory to establish, use or protect the rights of the Company, the Relevant Person (Data Subject) or third parties,
- It is obligatory for the Company to transfer the Personal Data for the legitimate interest of the company provided that the fundamental rights and freedoms of the Relevant Person (Data Subject) are not deteriorated,
- It is obligatory to protect the life or bodily integrity of a person who can't provide consent due to actual impossibility or whose consent is not recognized as lawful.

8.3. **International Data Transfers:** The Company may transfer the Personal Data of Data Subjects to third parties located outside Türkiye, in accordance with the procedures and principles set forth under Article 9 of the Law No. 6698 on the Protection of Personal Data ("KVKK") and the relevant secondary legislation, for lawful Personal Data processing purposes and by taking the necessary administrative and technical measures. In this context, necessary contractual, administrative, and technical measures are taken to ensure data security in personal data transfers carried out abroad.
International data transfers carried out by the Company shall be conducted in accordance with the data transfer mechanisms stipulated under Article 9 of the KVKK.
In this context:

- Personal Data may be transferred to countries, international organizations, or specific sectors for which the Personal Data Protection Board has issued an adequacy decision.
- Where no adequacy decision exists, Personal Data may be transferred abroad provided that one of the appropriate safeguards stipulated under

Article 9 of the KVKK is implemented. Such appropriate safeguards include:

- execution of the standard contractual clauses published by the Board by the parties;
- use of undertakings approved by the Board;
- implementation of binding corporate rules approved by the Board;
- use of other appropriate safeguard mechanisms stipulated under the Law and applicable legislation.

- Where no adequacy decision exists and none of the appropriate safeguards can be provided, Personal Data may be transferred abroad only where one of the exceptional circumstances for incidental transfers set forth under Article 9 of the KVKK applies.

The Company ensures the protection of personal data security in international data transfers by taking administrative, technical, and legal measures appropriate to the nature of the transfer, ensuring data security, and fulfilling the obligations stipulated under the applicable legislation.

9. THE COMPANY'S OBLIGATION TO INFORM

9.1. The company informs the Relevant Persons (Data Subjects) before processing the Personal Data in accordance with the provisions of the Communique on Rules and Principles to be followed to fulfil the Obligation to Inform and the article 10 of PDPL. In the context, the Company notifies the Relevant Person (Data Subject) about by whom the Personal Data is processed in accordance with the KVK Regulations as the Data Controller, for which purposes it is used, with whom they are shared, by which methods are used to collect and the lawful reason for processing and the rights of the Relevant Persons (Data Subjects) within scope of processing the Personal Data.

9.2. The necessary KVK Procedures are established in order to report all new Personal Data processing procedures to the Committee.

9.3. In the event that personal data is transferred to a third party other than the Company, the third party shall undertake via a written contract to act in accordance with the aforementioned obligations before the Processing of Personal Data commences. Each employee is obliged to follow the process set forth in this Policy and the KVK Procedures in cases where Personal Data is transferred to the Company by a third party.

10.RIGHTS OF THE RELEVANT PERSONS (DATA SUBJECTS)

10.1. The Relevant Persons (Data Subjects) have the rights mentioned below:

- To know whether the Personal Data is processed or not,
- To request information if the Personal Data is processed,
- To request information about the purpose of processing and whether the Personal Data is used in accord with the purpose,
- To know the third parties to whom the Personal Data is transferred at home and abroad,
- To request correction in case the Personal Data is processed incompletely or incorrectly and to request information about the transaction performed within this scope and to request the third persons to whom the Personal Data is transferred about the transaction performed,

- Even though the Personal Data is processed in accordance with the KVKK and other related law provisions, in case the reasons requiring the process such data are no longer existing; to request deletion or destruction of the Personal Data and to request the third persons to whom the Personal Data is transferred about the transaction performed,
- to raise an objection to a result against the person himself/herself by analyzing the processed data executively by the automatic systems and
- to request compensation for the damage arisen due to processing of the Personal Data unlawfully.

10.2. The Relevant Persons (Data Subjects) can transmit their requests related to their rights mentioned in 10.1 of this Policy by the methods determined by the Council to the Company. They can use "Kyocera Bilgitaş Turkey Doküman Çözümleri A.Ş." Relevant Person (Data Subject) Application Form from the address of https://www.kyoceradocumentsolutions.com.tr/tr.html. However, the updated application methods and the application content should be checked in accordance with the relevant legislation before application and the applications should be made in accordance with the said rules and principles.

10.3. If the Relevant Persons (Data Subjects) send their request related to the rights mentioned above in written to the Company, the Company concludes the request according to the qualification of the request in accordance with the KVK Regulation within 30 (thirty) days at the latest without any payment. If a cost is raised related to the conclusion of the requests by the Data Controller, the fees in the tariff determined by the Council may be requested by the Data Controller.

11.PERSONAL DATA MANAGEMENT and SECURITY

11.1. The company establishes a committee in order to fulfil its obligations within scope of KVK Regulations, to make the KVK Procedures required to implement this Policy prepared and implemented and to audit them and to make suggestions for such procedures.

11.2. The Company takes all kinds of administrative and technical measures required to ensure security of the Personal Data in accordance with KVK Regulations. In this context, the processing activities of the Personal Data are audited with the technical systems according to the technologic means and implementation costs by the Company.

11.3. The employees experienced in technical subjects are recruited for the processing activities of the Personal Data.

11.4. The company employees are informed and trained for protecting and processing the Personal Data according to the law in force.

11.5. The necessary KVK procedures are established for the access of the employees who are required to access the Personal Data at the company and the committee is responsible for establishment and implementation of such procedures.

11.6. The company employees can only access the Personal Data within the authorization provided to them and in accordance with the relevant KVK Procedures.

11.7. In case the company employees are in doubt that the security of the Personal Data is not efficiently provided or they determine a security gap, the Committee is immediately informed about the situation.

11.8. The detailed KVK Procedures for the security of the Personal Data are established by the committee.

11.9. Each person who is equipped with a company device is responsible for the security of the such devices.

11.10. Each Company employee is responsible for the security of the physical files within the area of responsibility.

11.11. If there are security measures requested or to be requested additionally for the security of the Personal Data within scope of KVK Regulations, all employees are obliged to conform to such additional security measures and maintain such security measures.

11.12. All of the Personal Data processed within the company are deemed as "Confidential Information" by the Company.

11.13. The company employees are informed about that their obligations about the security and confidentiality of the Personal Data shall be valid after the business relationship is over and the company employees undertakes to comply with such rules.

12.AUDIT

The company has right to audit all company employees and Data Controllers act in complying with KVK Regulations, this Policy and KVK Procedures periodically and ex officio without prior notification and in this context, it performs all necessary audits. The committee establishes KVK Procedures related to such audits and make sure that such procedures are implemented.

13.RESPONSIBILITIES

The committee that is responsible for preparing, revising and implementing this Policy is assigned with the Board Resolution by the Board of Directors of the Company and in this context, the amendments are applied by such method.

14.AMENDMENTS TO BE MADE IN THE POLICY

14.1. This Policy must be reviewed at least once a year with the approval of the Company's Board of Directors. However, it may be reviewed again as needed (e.g., due to legislative changes).

14.2. The Company makes the updated Policy version accessible to the Relevant Persons (Data Subjects) at the web address below.

The said Website Address:
https://www.kyoceradocumentsolutions.com.tr/tr.html

15.EFFECTIVE DATE OF THE POLICY

This version of the Policy has entered into force in October 2026.

ANNEX 1 – PERSONAL DATA CATEGORIES AND PROCESSING PURPOSES OF THE PERSONAL DATA

Data Category	Processing Purposes of Personal Data
01-Identity	Performing Information Security Process
01-Identity	Providing Information to Authorized Persons, Institutions, and Organizations
01-Identity	Other – For Performing Maintenance and Repair Activities
01-Identity	Other - For Device Delivery Processes of the Dealers
01-Identity	Other – For Executing the Dealership Agreement
01-Identity	Other – For Obtaining Information of the Dealer Meeting Attendants
01-Identity	Other – For Receiving Dealership Requests
01-Identity	Other – For Performing Audit Processes
01-Identity	Other - For Executing and Managing General Assembly Meetings
01-Identity	Other - For Tracking Accident Processes
01-Identity	Other - For Obtaining Available Dealer Target Plan Information
01-Identity	Other - For Collecting Information of the available customers for reference
01-Identity	Other - For Receiving Requests of the Customer Applicants
01-Identity	Other - For Completion of the Reporting Processes
01-Identity	Other - For Delivery Note Processes
01-Identity	Other - For Completion of Travel Planning Processes
01-Identity	Other - For Performing of Internship Processes
01-Identity	Other - For Following Stocktaking Processes
01-Identity	Other - For Performing and Managing of Disciplinary Investigation Processes
01-Identity	Other - For Performing and Managing of Retirement Processes
01-Identity	Other - For Performing Access Control and Authorization Processes
01-Identity	Other - For Performing and Managing of Salary Payment Processes
01-Identity	Other - For Performing Technical Support Processes
01-Identity	Other - For Performing and Managing of Job Application Processes
01-Identity	Other - For Performing and Managing of Occupational Accident Processes
01-Identity	Other - For Performing and Managing of Recruitment / Personnel File Creation Processes
01-Identity	For Performing Access Rights
01-Identity	For Performing Training Processes
01-Identity	For Performing Finance and Accounting Affairs
01-Identity	Ensuring Physical Area Security
01-Identity	Other - Performing of PACS (Personnel Attendance Control Systems) Processes
01-Identity	Performing of Processes of Sale of Goods - Service
01-Identity	Performing of Processes of Purchase of Goods - Service
01-Identity	Performing of Processes of Storing and Archive Activities
01-Identity	Ensuring of Security of the Movable Properties and Resources
01-Identity	Performing of Communication Activities
01-Identity	Execution of Fringe Benefits and Interests Processes for Employees

01-Identity	Fulfilling of Obligations arising out of the Contract of Employment and Legislation
01-Identity	Performing / Audit of Business Activities
01-Identity	Performing of Occupational Health / Safety Activities
02-Communication	Performing of Information Security Processes
02-Communication	Ensuring of Security of Data Controller Operations
02-Communication	Providing Information to Authorized Persons, Institutions, and Organizations
02-Communication	Other - For Device Delivery Processes of the Dealers
02-Communication	Other - For Executing the Dealership Agreement
02-Communication	Other - For Obtaining Information of the Dealer Meeting Attendants
02-Communication	Other - For Receiving Dealership Requests
02-Communication	Other - For Performing Audit Process
02-Communication	Other - For Executing and Managing General Assembly Meetings
02-Communication	Other - For Tracking Accident Processes
02-Communication	Other - For Obtaining Available Dealer Target Plan Information
02-Communication	Other - For Receiving Requests of the Customer Applicants
02-Communication	Other - For Completion of the Reporting Processes
02-Communication	Other - For Delivery Note Processes
02-Communication	Other - For Completion of Travel Planning Processes
02-Communication	Other - For Performing of Internship Processes
02-Communication	Other - For Performing and Managing of Retirement Processes
02-Communication	Other - For Performing Access Control and Authorization Processes
02-Communication	Other - For Performing Technical Support Processes
02-Communication	Other - For Performing and Managing of Job Application Processes
02-Communication	Other - For Performing and Managing of Occupational Accident Processes
02-Communication	Other - For Performing and Managing of Recruitment / Personnel File Creation Processes
02-Communication	For Performing Access Rights
02-Communication	For Performing Training Processes
02-Communication	For Performing Finance and Accounting Affairs
02-Communication	Ensuring Physical Area Security
02-Communication	Performing of Processes of Sale of Goods - Service
02-Communication	Performing of Processes of Purchase of Goods - Service
02-Communication	Performing of Processes of Storing and Archive Activities
02-Communication	Ensuring of Security of the Movable Properties and Resources
02-Communication	Performing of Communication Activities
02-Communication	Execution of Fringe Benefits and Interests Processes for Employees
02-Communication	Fulfilling of Obligations arising out of the Contract of Employment and Legislation
02-Communication	Performing/Audit of Business Activities
02-Communication	Performing of Occupational Health / Safety Activities
03-Location	Other - For Performing Access Control and Authorization Processes
03-Location	Performing of Processes of Storing and Archive Activities
03-Location	Providing Information to Authorized Persons, Institutions, and Organizations
03-Location	Performing of Communication Activities

04-Personnel	Performing of Information Security Processes
04-Personnel	Providing Information to Authorized Persons, Institutions, and Organizations
04-Personnel	Other - For Performing Audit Process
04-Personnel	Other - For Performing of Internship Processes
04-Personnel	Other - For Performing and Managing of Disciplinary Proceeding
04-Personnel	Other - For Performing and Managing of Retirement Processes
04-Personnel	Other - For Performing Access Control and Authorization Processes
04-Personnel	Other - For Performing and Managing of Salary Payment Processes
04-Personnel	Other - For Performing Technical Support Processes
04-Personnel	Other - For Performing and Managing of Job Application Processes
04-Personnel	Other - For Performing and Managing of Occupational Accident Processes
04-Personnel	Other - For Performing and Managing of Recruitment / Personnel File Creation Processes
04-Personnel	For Performing Access Rights
04-Personnel	For Performing Training Processes
04-Personnel	Ensuring Physical Area Security
04-Personnel	Other - Performing of PACS (Personnel Attendance Control Systems) Processes
04-Personnel	Performing of Processes of Storing and Archive Activities
04-Personnel	Execution of Fringe Benefits and Interests Processes for Employees
04-Personnel	Fulfilling of Obligations arising out of the Contract of Employment and Legislation
04-Personnel	Performing/Audit of Business Activities
04-Personnel	Performing of Occupational Health/Safety Activities
05-Legal Transaction	Performing of Information Security Processes
05-Legal Transaction	Providing Information to Authorized Persons, Institutions, and Organizations
05-Legal Transaction	Other - For Performing and Managing of Disciplinary Proceeding
05-Legal Transaction	Other - For Performing and Managing of Salary Payment Processes
05-Legal Transaction	Other - For Performing and Managing of Occupational Accident Processes
05-Legal Transaction	Other - For Performing and Managing of Recruitment / Personnel File Creation Processes
05-Legal Transaction	Performing of Processes of Purchase of Goods - Service
05-Legal Transaction	Performing of Processes of Storing and Archive Activities
05-Legal Transaction	Performing/Audit of Business Activities
06-Customer Transaction	Other - For Receiving Requests of the Customer Applicants
06-Customer Transaction	Other - For Completion of the Reporting Processes
06-Customer Transaction	Other - For Delivery Note Processes
06-Customer Transaction	For Performing Finance and Accounting Affairs

06-Customer Transaction	Providing Information to Authorized Persons, Institutions, and Organizations
06-Customer Transaction	Performing of Processes of Purchase of Goods - Service
06-Customer Transaction	Performing of Processes of Storing and Archive Activities
06-Customer Transaction	Performing/Audit of Business Activities
08-Transaction Security	Performing of Information Security Processes
08-Transaction Security	Ensuring of Security of Data Controller Operations
08-Transaction Security	Providing Information to Authorized Persons, Institutions, and Organizations
08-Transaction Security	Other - For Performing Access Control and Authorization Processes
08-Transaction Security	Other – Performing of IP Management Processes
08-Transaction Security	For Performing Access Rights
08-Transaction Security	Performing of Processes of Storing and Archive Activities
10-Finance	Other - For Receiving Dealership Requests
10-Finance	Other - For Performing of Internship Processes
10-Finance	Other - For Performing and Managing of Retirement Processes
10-Finance	Other - For Performing and Managing of Salary Payment Processes
10-Finance	Other - For Performing and Managing of Recruitment / Personnel File Creation Processes
10-Finance	Performing of Finance and Accounting Affairs
10-Finance	Providing Information to Authorized Persons, Institutions, and Organizations
10-Finance	Performing of Processes of Purchase of Goods - Service
10-Finance	Performing of Processes of Storing and Archive Activities
10-Finance	Fulfilling of Obligations arising out of the Contract of Employment and Legislation
10-Finance	Performing/Audit of Business Activities
11-Professional Experience	Performing of Information Security Processes
11-Professional Experience	Providing Information to Authorized Persons, Institutions, and Organizations
11-Professional Experience	Other - For Performing of Internship Processes
11-Professional Experience	Other - For Performing and Managing of Retirement Processes
11-Professional Experience	Other - For Performing and Managing of Job Application Processes
11-Professional Experience	Other - For Performing and Managing of Recruitment / Personnel File Creation Processes
11-Professional Experience	Ensuring Physical Area Security
11-Professional Experience	Performing of Processes of Sale of Goods - Service
11-Professional Experience	Performing of Processes of Purchase of Goods - Service

11-Professional Experience	Performing of Processes of Storing and Archive Activities
11-Professional Experience	Fulfilling of Obligations arising out of the Contract of Employment and Legislation
11-Professional Experience	Performing of Occupational Health / Safety Activities
13-Audiovisual Records	Performing of Information Security Processes
13-Audiovisual Records	Providing Information to Authorized Persons, Institutions, and Organizations
13-Audiovisual Records	Other - For Receiving Dealership Requests
13-Audiovisual Records	Other - For Tracking Accident Processes
13-Audiovisual Records	Other - Performing and Managing of the Companies Social Media Account Activities
13-Audiovisual Records	Other - For Collecting Information of the available customers for reference
13-Audiovisual Records	Other - For Completion of Travel Planning Processes
13-Audiovisual Records	Other - For Performing of Internship Processes
13-Audiovisual Records	Other - For Performing Access Control and Authorization Processes
13-Audiovisual Records	Other - For Performing and Managing of Job Application Processes
13-Audiovisual Records	Other - For Performing and Managing of Recruitment / Personnel File Creation Processes
13-Audiovisual Records	For Performing Finance and Accounting Affairs
13-Audiovisual Records	Ensuring Physical Area Security
13-Audiovisual Records	Other - Performing of PACS (Personnel Attendance Control Systems) Processes
13-Audiovisual Records	Performing of Processes of Sale of Goods - Service
13-Audiovisual Records	Performing of Processes of Purchase of Goods - Service
13-Audiovisual Records	Performing of Processes of Storing and Archive Activities
13-Audiovisual Records	Fulfilling of Obligations arising out of the Contract of Employment and Legislation
13-Audiovisual Records	Performing of Communication Activities
13-Audiovisual Records	Performing / Audit of Business Activities
26-Other Transaction	Other - For Device Delivery Processes of the Dealers
26-Other Transaction	Other - For Tracking Accident Processes
26-Other Transaction	Other - For Receiving Requests of the Customer Applicants
26-Other Transaction	Other - For Performing of Internship Processes

26-Other Transaction	Other - For Performing Access Control and Authorization Processes
26-Other Transaction	Other - For Performing and Managing of Salary Payment Processes
26-Other Transaction	Other - For Performing Technical Support Processes
26-Other Transaction	Other - For Performing and Managing of Job Application Processes
26-Other Transaction	Other - For Performing and Managing of Recruitment / Personnel File Creation Processes
26-Other Transaction	For Performing Finance and Accounting Affairs
26-Other Transaction	Ensuring Physical Area Security
26-Other Transaction	Performing of Processes of Purchase of Goods - Service
26-Other Transaction	Providing Information to Authorized Persons, Institutions, and Organizations
26-Other Transaction	Performing of Processes of Storing and Archive Activities
26-Other Transaction	Execution of Fringe Benefits and Interests Processes for Employees
26-Other Transaction	Fulfilling of Obligations arising out of the Contract of Employment and Legislation
26-Other Transaction	Performing / Audit of Business Activities
26-Other Transaction	Performing of Occupational Health / Safety Activities